



## **Weekly Executive Status Report**



**Project:** Statewide Voter Registration System  
**Project Manager:** W. Gary Bush  
**For Week Ending:** 13-May-05  
**Project Schedule:**

[gbush2@covansys.com](mailto:gbush2@covansys.com)

73 days used of 336 total project days  
22% of implementation schedule expended

### **Project Highlights**

The following represent the most important facts about the project as of this status report:

<b>Requirements Gap Documents Completed</b> - All relevant Gap documents approved. - All FRSD's in process. 8 FRSD drafts reviewed this week. Remainder to be reviewed next week. - Of 121 Parking Lot items: 71 are closed, 22 remain open, and 28 are state/VK additions to the list and yet unresolved.
<b>Business Transition Change Management Plan Underway</b> - Visits to 2 Pilot counties have been scheduled for next week for assessment of training needs. - Initial Newsletter released. Web Site slated for debut next week.
<b>Initial Hardware Site Surveys In Review.</b> - Confirmation of County Servers and T-1 lines received. - Confirmation of hardware count and placements is still underway.
<b>Initial Data Conversion Collections Completed or Scheduled</b> - Data from 17 of 21 counties has been received. - Sequoia systems to supply data for last 4 counties next week. - Exception reports for initial counties to be released next week. - Exception reports for 1st cycle conversions slated for all counties for June 1st.

### **Recent Accomplishments**

The tasks listed below were completed recently by the project team:

Project Plan Phase Key	Task	Who	Start Date	Scheduled Complete Date	Comments
P2a	Review/Submit/Obtain Signoff of Gap Templates			29-Apr	
p7a2	Collect data from each data source			17-May	
P2d	Develop Business Change Strategies			10-May	Initial Newsletter and first Bulletin released

### **Work in Progress**

The tasks listed represent the activities in which the team is engaged the week following this reporting period.

Project Plan Phase Key	Task	Who	Start Date	Scheduled Complete Date	Comments
P2b	Review/Submit/Obtain Signoff of FRSD			20-May	8 of 16 completed this week
P2c	Prepare/Distribute Draft Requirements Traceability Matrix (Internal Review)			20-May	Currently in drafting
P2d	Develop Business Change Strategies			20-May	Web site delayed until next week
P2e	Conduct County Hardware Site Surveys			17-May	Final results still being updated
P3d	Clarify and Define Training Needs			TBD	County visits not all scheduled
P3a	Detail Architectural Components (Hardware, Software, Design)			20-May	Software issues pending FRSD's
P7b1	Prepare External Interface Integration Design Document			20-May	Initial meetings with DIA's were scheduled. One remaining.

### **Coming Events**

#### **Upcoming Activities**

The events listed below are highlights scheduled for the near future of the project.

Status	Event	Start Date	Scheduled Complete Date	Comments
Scheduled	Weekly Team Status Meetings	17-May	On-going	Every Tuesday @ 9:30AM
Scheduled	Complete the State reviews of Functional Requirement Specification Documents	9-May	20-May	Underway
Planned	Release of Data Conversion Reports to Counties	20-May	24-Jun	Being prepared at Aradyme

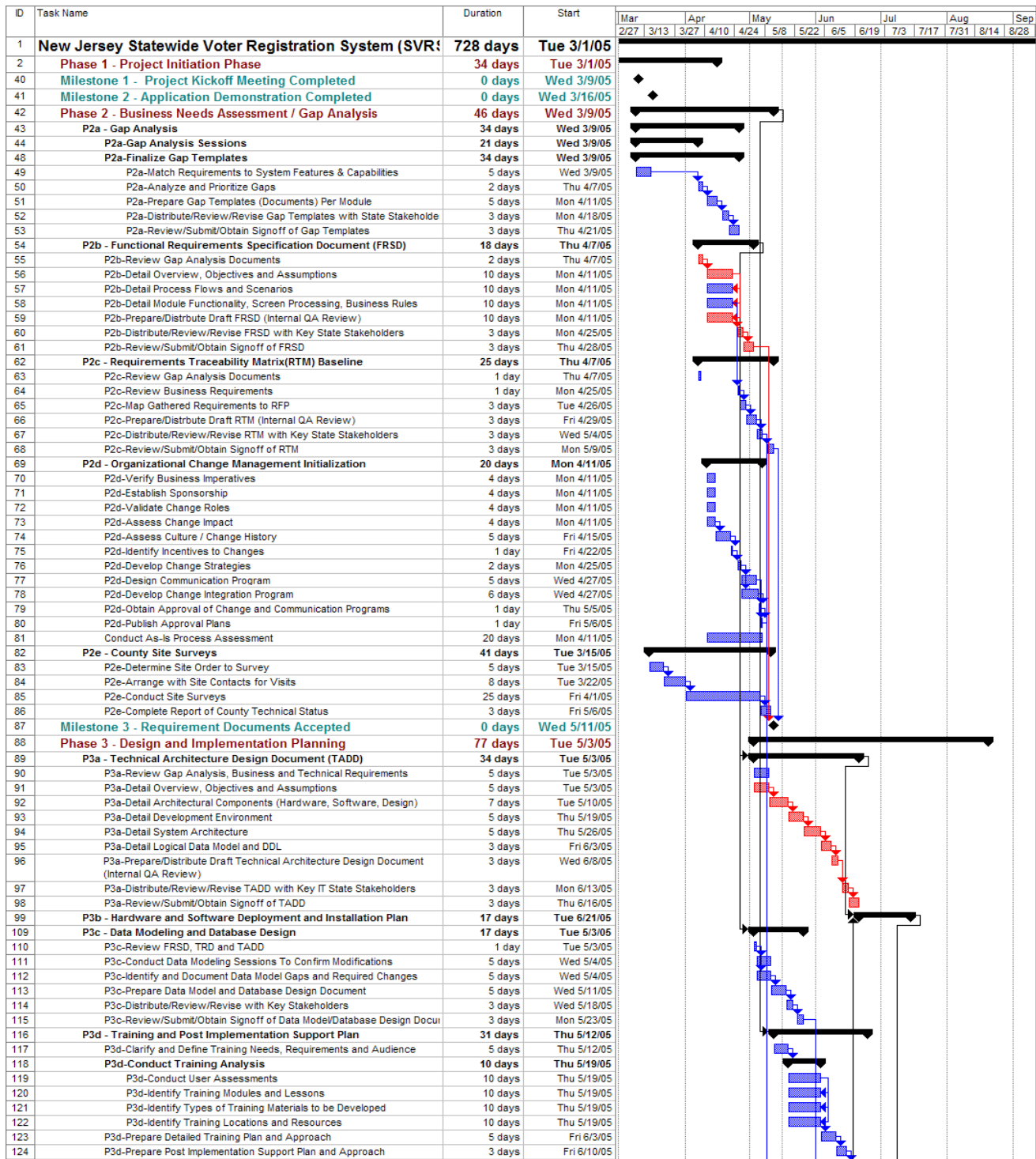
## Customer Status Report

Scheduled	SRVS Website Activation		20-May	Coding underway

**Project Scope Changes**

The following changes to the project scope have been proposed by Covansys to The State of New Jersey

CR Status	Change Request	Change Request Owner	CR Approval Date	CR Impact	Comments
Accepted	Addition of 6th county to Pilot Group	WG Bush	4-Apr-05	Medium	6th county now confirmed

**High Level Project Schedule**

## Customer Status Report

124	P3d-Prepare Post Implementation Support Plan and Approach	3 days	Fri 6/10/05
125	P3d-Distribute/Review/Revise with Key Stakeholders	3 days	Wed 6/15/05
126	P3d-Review/Submit/Obtain Signoff of Training and Post Implementation Si	5 days	Mon 6/20/05
127	<b>P3e - Organization Change Management Pre-Implementation</b>	<b>74 days</b>	<b>Fri 5/6/05</b>
141	<b>Milestone 4 - Detail Design Completed</b>	<b>0 days</b>	<b>Wed 5/25/05</b>
142	<b>Phase 4 - Software Modification and Testing</b>	<b>119 days</b>	<b>Mon 5/9/05</b>
143	<b>P4a - Application Configuration/ Development</b>	<b>61 days</b>	<b>Mon 5/23/05</b>
155	<b>P4b - User Acceptance Test Plan (Application with Conversion Data)</b>	<b>24 days</b>	<b>Mon 5/9/05</b>
156	P4b-Review Functional Requirements Specification Document	1 day	Mon 5/9/05
157	P4b-Identify State User Acceptance Criteria	5 days	Tue 5/10/05
158	P4b-Prepare a User Acceptance Test Strategy	5 days	Tue 5/10/05
159	P4b-Prepare a User Acceptance Test Plan	5 days	Tue 5/10/05
160	P4b-Create Test Cases for New/Changed Functionality	10 days	Tue 5/17/05
161	P4b-Create Test Cases for Conversion/Data Migration	10 days	Tue 5/17/05
162	P4b-Create Test Cases for Interfaces	10 days	Tue 5/17/05
163	P4b-Distribute/Review/Revise with Key Stakeholders	3 days	Wed 6/1/05
164	P4b-Review/Submit/Obtain Signoff of UAT Plan	5 days	Mon 6/6/05
165	<b>P4c - Pilot Implementation and Support Plan</b>	<b>25 days</b>	<b>Fri 7/15/05</b>
171	<b>P4d - Training Materials and Documentation</b>	<b>30 days</b>	<b>Wed 7/20/05</b>
177	<b>P4e - Application Manuals and Supporting documentation</b>	<b>45 days</b>	<b>Fri 8/12/05</b>
184	<b>P4f - User Acceptance Testing</b>	<b>32 days</b>	<b>Thu 8/11/05</b>
195	<b>P4g- Establish Managed Server Sites</b>	<b>50 days</b>	<b>Tue 6/21/05</b>
210	<b>P4h - Organizational Change Management Implementation</b>	<b>46 days</b>	<b>Mon 8/22/05</b>
217	<b>Milestone 5 - User Acceptance of Full Function Application Beg</b>	<b>0 days</b>	<b>Fri 8/19/05</b>
218	<b>Milestone 6 - User Acceptance of Full Function Application Completed</b>	<b>0 days</b>	<b>Mon 9/26/05</b>
219	<b>Phase 5 - Pilot Implementation</b>	<b>57 days</b>	<b>Thu 8/18/05</b>
220	<b>P5a - Pilot Selection and Training</b>	<b>21 days</b>	<b>Thu 8/18/05</b>
228	<b>P5b - Pilot Installation and Support</b>	<b>48 days</b>	<b>Wed 8/31/05</b>
238	<b>Milestone 7 - Production Installation Certification</b>	<b>0 days</b>	<b>Thu 9/1/05</b>
239	<b>Milestone 8 - Pilot Site Implementation Completed</b>	<b>0 days</b>	<b>Mon 11/7/05</b>
240	<b>Phase 6 - Staged Rollout and Deployment - Remaining Sites</b>	<b>29 days</b>	<b>Tue 11/8/05</b>
241	<b>P6a - Training and Assessment Survey for Full Production</b>	<b>29 days</b>	<b>Tue 11/8/05</b>
245	<b>P6b - Full Deployment and Production Implementation Tracking</b>	<b>29 days</b>	<b>Tue 11/8/05</b>
255	<b>Milestone 9 - All Users Trained</b>	<b>0 days</b>	<b>Mon 12/12/05</b>
256	<b>Milestone 10 - Implementation Complete to all Sites</b>	<b>0 days</b>	<b>Mon 12/19/05</b>
257	<b>Phase 7 - Conversion and Interface</b>	<b>197 days</b>	<b>Mon 3/14/05</b>
258	<b>P7a - Data Conversion</b>	<b>197 days</b>	<b>Mon 3/14/05</b>
259	<b>P7a1 - Data Conversion and Migration Plan</b>	<b>17 days</b>	<b>Mon 3/14/05</b>
268	<b>P7a2 - Data Conversion Results Cycle 1</b>	<b>35 days</b>	<b>Wed 4/6/05</b>
269	p7a2 - Collect data from each data source	30 days	Wed 4/6/05
270	P7a2 - Data Conversion program Development	15 days	Wed 4/6/05
271	P7a2-Complete Code Enhancement and Interface Development Per li	15 days	Wed 4/6/05
272	P7a2-Complete Database Changes, Loads, Conversions	15 days	Wed 4/6/05
273	P7a2-Perform Document QA Reviews (Developer, Peer, Team)	15 days	Wed 4/6/05
274	P7a2-Conduct Internal Testing (Interface, Integration, Load, Migration, System, Network)	15 days	Wed 4/6/05
275	P7a2 - Process Data through Conversion Programs	15 days	Wed 4/27/05
276	P7a2 - Distribute Cycle reports to each data source contact person	5 days	Wed 5/18/05
277	<b>P7a3 - Data Conversion Results Cycle 2</b>	<b>90 days</b>	<b>Wed 5/25/05</b>
284	<b>P7a4 - Data Conversion Results Cycle 3</b>	<b>74 days</b>	<b>Tue 9/6/05</b>
293	<b>P7b - Interface</b>	<b>143 days</b>	<b>Tue 3/15/05</b>
294	<b>P7b1 - External Interface Design Document</b>	<b>48 days</b>	<b>Tue 3/15/05</b>
295	P7b1-Conduct Integration JAD Sessions with Relevant Parties	10 days	Tue 3/15/05
296	P7b1-Prepare High-level Data Flow Diagrams for Interfaces	10 days	Tue 3/29/05
297	P7b1-Prepare External Interface Integration Design Document	10 days	Tue 4/12/05
298	P7b1-Develop Conceptual Definition of Module Interfaces and NW Infrastructure Design	10 days	Tue 4/26/05
299	P7b1-Distribute/Review/Revise with Key Stakeholders	3 days	Tue 5/10/05
300	P7b1-Review/Submit/Obtain Signoff of External Interface Design Do	5 days	Fri 5/13/05
301	<b>P7b2 Interface testing results document</b>	<b>95 days</b>	<b>Fri 5/20/05</b>

